



## 1.1 NOTICE TO BIDDERS

- A. Ionia Public Schools, Ionia, Michigan, will receive proposals from qualified contractors for 2009 Energy Upgrades & Mechanical Improvements, located at Boyce Elementary, Emerson Elementary, Twin Rivers Elementary, Rather Elementary, Ionia Middle School, & the Ionia Educational Center (High School).
- B. The Owner will enter into one contract with the successful Mechanical Contractor, who will be fully responsible for coordination of all required work between all trades.
- C. Note: Where “contractor” is referred to in these specifications, this shall be interpreted to refer to the Mechanical, or Electrical Contractor, unless noted otherwise.
- D. Proposals must be mailed or delivered in person to Mr. Don Wilcox, Ionia Public Schools, Administrative Offices, 250 E. Tuttle Road, Ionia, Michigan 48846. All proposals must be sealed in envelopes, plainly labeled “Ionia Public Schools 2009 Improvements” and must be received prior to **2:00 P.M.**, local time, on Thursday, **March 5, 2009**. This will be a public bid opening. Evaluation of proposals and award will be at a later date. The successful contractor will receive a letter of intent prior to receipt of contract.
- E. A pre-bid meeting will be held at **2:30 P.M.**, local time, on Monday, **February 23, 2009**. This meeting will occur in Room 304 at the Ionia Educational Center, 250 E. Tuttle Road, Ionia, Michigan.
- F. The Schedule of Work shall be as follows:

March 5, 2009 @ 2:00 P.M.	Bids Due
March 9, 2009	Post-Bid Interviews (at Ionia TMC)
March 16, 2009	Anticipated award of contract
March 30, 2009	Temperature Controls @ Elementary Buildings (Coordinate w/owner)
June 11, 2009	Anticipated start of construction
August 28, 2009	Anticipated substantial Completion for all occupied areas, and Mechanical equipment that serves building systems.
September 18, 2009	Middle School Science Wing Boilers
October 31, 2009	Completion of Punch List Items, Proposed date of Substantial Completion.

Note: The possibility of Summer School occurring in all locations exists and work will not be allowed at those locations during those days and hours. Awarded Contractor shall work with Architect & Owner to schedule work in these areas prior to Summer School start. These days/times to be worked out prior to construction.



- G. All bidders are required to furnish Bid Security in the amount of five (5%) percent of the Base Bid made payable to Ionia Public Schools. Form of the security may be a bid bond, certified or cashiers check. This will be a guarantee that the bidder selected by Ionia Public Schools will furnish the required PLM Bonds; failure to do so could mean forfeiture of the Bid Security.
- H. All bidders must indicate, where shown on the Proposal Form, the cost of Performance and Labor and Material Payment Bonds covering 100% of the value of the Project. Do not include the cost of the Bonds in the Base Bid.
- I. **All bids shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner(s) or any employee of the bidder and any member of the Board of Education of the School District or the Superintendent of the School District. The Board of Education shall not accept a bid that does not include a sworn and notarized familial relationship disclosure statement.**
- J. Applicable Michigan use and sales tax apply to this project.
- K. All bidders should note that this project requires prevailing wages, which are included herein.
- L. Bidding Documents may be examined after February 16, 2009 at:

GMB Architects-Engineers  
85 East Eighth Street  
Suite 200  
Holland, Michigan 49423  
616-796-0200

Builders Exchange of Lansing & Central MI  
1240 E. Saginaw Street  
Lansing, MI 48906

**AND**

McGraw-Hill Dodge  
401 Hall St. SW, Ste. 128B  
Grand Rapids, MI 49503

Central Michigan Plan Room  
2026 Independence Drive  
Mt. Pleasant, MI 48858

**AND**

Builders Exchange of Grand Rapids  
4461 Cascade Road, S.E.  
Grand Rapids, Michigan 49546

CNS of West Michigan  
1793 R.W. Berends Drive  
Wyoming, MI 49509

- M. The Owner reserves the right to accept or reject any or all bids and to waive all irregularities in Proposals. Proposals shall remain firm for sixty (60) days from date of Bid Opening.